



STATE OF MICHIGAN

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GOVERNOR

DEPARTMENT OF MANAGEMENT & BUDGET
LANSING

MITCH IRWIN
DIRECTOR

August 18, 2004

ACQUISITION SERVICES LETTER NO. 122

TO: All Departments and Agencies


SUBJECT: Annual Disclosure

Maintaining a high standard of ethics in the daily conduct of your business as a state employee is very important. Therefore, Acquisition Services has launched a new website August 17, 2004. The website is entitled "Ethics for Procurement in State Government." All state employees involved in the purchasing process are being asked to visit the website <http://www.state.mi.us/dmb/apps/ethics/>, complete the tutorial and sign a disclosure statement to be returned to Acquisition Services prior to September 30, 2004. Compliance is required to maintain agency-delegated authority.

Acquisition Services employees are required to complete the Procurement Disclosure Statement annually.


Sean L. Carlson
Director, Acquisition Services

APPROVED:


Mitch Irwin
Director